



SPECIAL BINGO GUIDE

(50/50 and Carnival-Style Bingo)

INTRODUCTION

This guide is specifically designed for the special bingo licensees that will be playing “50/50” or “carnival-style” bingo. For licensees that will be following the traditional weekly bingo format, use the forms found in the Bingo Forms pack which can be requested through the bureau’s Forms Request Line at (517) 241-7889. You may also print them off our web site at www.state.mi.us/milottery.

The chairperson of the event must be a member of the organization for not less than six months and should read and become familiar with the Bingo Rules and this guide.

A special bingo license may be issued to a qualified organization to conduct bingo for up to seven consecutive days. Four special bingo licenses may be granted to a qualified organization per calendar year. An organization may apply for a special bingo license using form BSL-CG-1237.

The Michigan progressive jackpot bingo game may not be conducted at a special bingo.

If a special bingo game cannot be held on the date approved by the bureau because of inclement weather conditions or other emergency conditions, the organization may request a new date for the game by immediately sending the bureau a letter which includes the organization identification number, the new date, and the signature of the principal officer.

GAME RECORDS

The Special Bingo Accountability form (BSL-CG-1263) is required to ensure total prizes paid do not exceed \$2,000 per day.

The Workers Service Record (BSL-CG-1724) is a required form. Where no workers have been compensated, indicate “0” in the Amount Paid column and provide the chairperson and witness signatures.

A Special Bingo Financial Statement (BSL-CG-142) must be completed and submitted to the bureau by the 10th day of the month following the month in which the event was held. This form may be mailed in or faxed to the bureau at (517) 267-2285. The organization must maintain a copy of the financial statement with their game records. This form must be signed by the principal officer of the organization.

WORKERS

At least 50% of all workers shall be members or spouses of members of the licensee and must be at least 18 years of age.

Workers are prohibited from purchasing, playing, or accepting as a gift, charity game tickets offered for sale by the licensee at any time during the day they are working or assisting. Workers must not play bingo when they are working or assisting. A worker may work until the first ball is drawn for that bingo occasion and then play bingo if they purchase their bingo cards in the same manner as other players.

Workers may be compensated as follows:

- (a) The chairperson may be paid no more than \$20 per occasion.
- (b) The recordkeeper may be paid no more than \$20 per occasion.
- (c) A worker may be paid no more than \$15 per occasion.

An individual may only be compensated for being one of the following at each bingo occasion: chairperson, recordkeeper, or worker. (See Bingo Rule 327.)

CONDUCT OF GAME

The licensee shall post the Special Bingo License in a conspicuous place.

A chairperson whose name is listed on the bingo license application shall be present on the premises at all times during all bingo games. The chairperson shall be readily identifiable to all bingo players at the game and shall wear a badge which shall state "Chairperson," the name of the licensee, and the person's name.

Persons under 18 years of age shall not be permitted to participate in bingo as players or workers.

Organizations shall write house rules and the bingo game program in accordance with Bingo Rules 314 and 315. House rules and the bingo game program shall be posted or printed for distribution to the players.

All balls used during the bingo occasion must be verified by two bingo players and their names shall be recorded on the Special Bingo Accountability form. If the balls are changed during the occasion, they must be verified again by two players.

The caller shall show the ball drawn to the players so that two or more players can see the number on the ball before the number is called.

The player shall bingo on the last number called. It is the responsibility of the player to make his or her bingo known to the caller or worker before the next number is completely called. Once the bingo is heard by the caller or worker, the game shall stop for a verification of the bingo card.

Each bingo shall be closed in accordance with the following procedure:

- (a) The game shall only be closed after the winning combination has been verified.
- (b) The caller shall announce three times, in a manner audible to all players, "Are there any other bingos?"
- (c) After the third announcement and a pause sufficient to permit additional winners to identify themselves, the caller shall then announce audibly, "This game is closed."